



Online Inspection Requests

FOR HOMEOWNERS

Developed by



Solutions, Support...Satisfaction



STEP 1:

Find the permit you wish to schedule an inspection for by typing in the permit number.

Schedule an Inspection
Submit an inspection request for a permit online.

Select a Permit

Select Inspection Type and Date

Contact Information

Step 1: Select a Permit

Enter a Permit Number, including any dashes or spaces.

☆ Permit Number: ex. PB13800950

STEP 2: Select the desired inspection type and choose from the available days on the calendar.

Schedule an Inspection
Submit an inspection request for a permit online.

Select a Permit
Permit PBR13-0014
1234 Main Street

Select Inspection Type and Date

Contact Information

Add Attachments

Step 2: Select Inspection Type and Date

Inspection Details

☆ Inspection Type: ▼
Select the type of inspection you wish to request.

Inspection Date

Using the calendar below, select an available date for your inspection request.

September 2013

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

☆ Requested Date: 09/25/2013

STEP 3: Enter contact information.



Schedule an Inspection
Submit an inspection request for a permit online.

Select a Permit Permit PE14300177 111 Fake	Select Inspection Type and Date Final: 2/21/2014	Contact Information
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Step 3: Contact Information

Enter your contact information to be included with the request.

Required fields are marked with ☆

☆ Name:

☆ Phone:

☆ Email:

☆ Confirm Email:

Notes:

SCHEDULING CONFIRMATION

You will receive a confirmation message that the inspection has been scheduled successfully.

Email notifications will be sent regarding any status changes or if the inspection must be rescheduled.



Visit the “Contractor Learning Center” for more BS&A Online information and detailed walkthroughs

<http://bsasoftware.com/Learning-Center/Community-Development/Contractor-Learning-Center>